

HARFORD COUNTY ALUMNAE CHAPTER
 DELTA SIGMA THETA SORORITY, INCORPORATED
 CHAPTER MEETING AGENDA
 ABERDEEN SENIOR CENTER
 NOVEMBER 11, 2017

A. Call to Order

B. Adoption of the Agenda

C. Review of the Chapter Meeting Minutes (Dated October 14, 2017)

D. Welcome Visiting & New Sorors

E. Correspondence

F. Officers' Reports

- President
- Treasurer
- Financial Secretary

G. Committee Reports

1. Custodian	5. Membership Services
2. Emergency Response Team	6. Technology
3. Fundraising	7.
4. GEMS	8.

H. Unfinished Business

I. New Business

J. Announcements

1. Birthdays
2. Sharing Table
3. _____
4. _____

K. Sick and Shut-In

Lillie Ragins-Walker	<u>Contact Information</u> Address: 8 Huxley Circle Abingdon, MD 21009 Phone: 410-569-3169	<u>Request and Updates</u> Daughter, Camille, recently moved into a lovely new group home.
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L. Adjournment

HARFORD COUNTY ALUMNAE CHAPTER
DELTA SIGMA THETA SORORITY, INCORPORATED
CHAPTER MEETING AGENDA - DRAFT
ABERDEEN SENIOR CENTER
OCTOBER 14, 2017

A. Call to Order: The meeting was called to order by Soror K. Sconion at 11:18 a.m.

B. Adoption of the Agenda: A motion was made to adopt the agenda by Soror L. Williams and seconded by Soror L. Ragins. Walker.

C. Review of the Chapter Meeting Minutes (Dated September 9, 2017): The motion was made to accept the minutes with changes by Soror L. Ragins-Walker and seconded by Soror J. Byrd.

D. Welcome Visiting & New Sorors

- None

E. Correspondence

1. Received a card from charter member Ida B. Johnson of Henrico City Chapter in VA.
2. Jesse Jay Shanks Lodge in Aberdeen sent 2 tickets for event on Oct 28. Donation \$55 per ticket.

F. Officers' Reports

1. **President's Update: The report was submitted and presented by Soror K. Sconion.**

National Level:

- Reminder to donate to The DST Disaster Relief Fund. Any donations made via this channel should be marked with DSTDR (DST Disaster Relief) in the comment section.
- Social Action Do's and Don'ts Webinar
- Risk Management manual – Summary provided to GEMS. Background checks required for all volunteers.

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Regional Level:

- The 2018 regional conference will be held from May 31 to June 2 in Hartford, CT.
- Nominating Elections and Elections Committee was held on Oct 9.

State Level

- A MD/DC Cluster meeting will be held on November 4 at Bowie State University.
- MD Statewide Founders Day location change. The event will be held on January 27, 2018 at Martins West with National President Beverly Evans Smith as the guest speaker. Ticket price and details to come.

Local Level:

- We still have a few vacant committee chair positions, so please let me know if you have any interest.
- Reporting Tool - Please remember to utilize the committee report template, event or program checklist, and demographics tool to capture necessary detail for all HCAC events, activities, and programs. This demographic information is required for compliance approval.
- Greek Letter Organizations Presidents Meeting – Came up with nine ideas which will be sent to chapter for vote/survey for support.
- Please remember that the dress code for chapter meeting is business attire.
- Website updates and enhancements are in process.
- Please refer to the report on file for additional information.

2. Treasurer:

- The checking account balance as of 8/31/2017 was \$7,124.07.
- The savings account balance as of 8/31/2017 was \$11,387.71.
- Please refer to the report on file for additional information.

3. Financial Secretary:

- \$13,013.30 was collected in September. The majority of the funds collected were for the Crab Feast.
- Please refer to the report on file for additional information.

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G. Committee Reports

- **Arts & Letters: No Report**
- **Audit: No Report**
- **Custodian: No Report**
- **EMBODI: No Report**
- **Emergency Response Team: The report was submitted and presented by Soror O'Brien.**
 - HCAC ERT received honorable mention from FEMA for work done.
 - Pillowcase project – presentation on can be given to school aged kids.
 - Work with the Membership Committee to create an HCAC Emergency Phone Tree.
 - Sound the Alarm-Red Cross-put free smoke detectors in homes.
 - Please refer to the report on file for additional information.
- **Financial Fortitude: No Report**
- **Fundraising: No Report**
- **GEMS: The report was submitted and presented by Soror Q. Erby.**
 - 2017-18 session planning is underway.
 - Parent session planned for October 28.
 - Correction to budget, \$1600 available, not \$1400.
 - Next committee meeting scheduled for Nov 11.
 - Please refer to the report on file for additional information.
- **Healthy Lifestyles: No Report**
- **Membership Services: The report was submitted and presented by Soror C. Coulter**
 - Money for chapter shirts need to be paid directly to Soror Yarbour. Chapter will issue refunds to Sorors who've made payments.
 - Chapter Slumber Party is scheduled for November 18, 2017 at Camp Puh'tok. The cost of the event will be covered by the chapter. Must provide own transportation.
 - Challenge to all Sorors to think of 1 thing that you will commit to in the next year/two years.
 - Next chapter worship scheduled for October 29.
 - Motion made to add Sick & Shut in to chapter agenda. Motion carried.
 - Forms for Omega Omega service to be sent to chapter.
 - Please refer to the report on file for additional information.
- **Social Action: No Report**

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OCTOBER 14, 2017

- **Scholarship: No Report**
- **Technology: No Report**
- **Budget: The report was submitted and presented by Soror Q. Erby.**
 - Approved Budget was presented
 - Amendments were made to MIT, National Convention, Fundraising, Arts & Letters, Delta Academy.
 - Motion was made to accept the Amended 2017-18 budget. Motion carried.
 - Please refer to the report on file for additional information.
- **Membership Intake:**
 - The required membership intake video was viewed in its entirety.
 - A motion was made to submit a request for membership intake to the Regional Director for Spring 2018 under extenuating circumstances by Soror L. Williams and seconded by Soror B. Boyd.
 - Discussion began with four Sorors speaking for MI to take place spring of this sorority year and four Sorors speaking against having MI Spring of this sorority year.
 - Comments were made by several Sorors.
 - Outcome of the vote was 7 for and 21 against moving forward with sending a request to the regional director to consider HCAC to be granted approval to hold MI during the spring of this sorority year. Motion does not carry.

H. Unfinished Business

I. New Business

- Jesse J. Shanks Lodge #137 16th Annual Celebration of Thanks Scholarship Banquet

J. Announcements

1. Birthdays: Soror Y. Yarbour, Soror D. Clark
2. Arts & Letters: Marshall Red Carpet Premier: Movie scheduled for 10/15
3. Financial Fortitude: Canvassing support on 10/14 for October's event
4. Greek Letter Organization Events: Kappas Black & White Ball (Nov 3) Tickets \$75, Iota Nu Chapter of Omega Psi Phi Banquet (Nov 18) Tickets \$40.
5. Soror Bruce: City Council meeting presentation for colored school, soliciting prayers
6. Soror Lewis: Hosana School Museum – soliciting board members. Juneteenth celebration scheduled for June 23, 2018.
7. Fundraising: Meeting scheduled for Tuesday Oct 24 at 7pm.

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8. Social Actions: NAACP will hold a meeting to discuss Bel Air H.S. students who were pictured holding up letters that spelled derogatory term. Requesting chapter to write a letter to school board.
- K. Adjournment:** Motion to close the meeting by Soror Lewis and seconded by Soror R. O'Brien. The meeting was adjourned at 1:48 by Soror K. Sconion.

Delta Sigma Theta Sorority, Inc.

Harford County Alumnae Chapter

President's Report – November 2017

1. National

- △ The DST Disaster Relief Fund, in collaboration with Delta Research and Education Foundation (DREF), serves to provide charitable and educational relief for sorors impacted by disasters like Hurricanes Harvey, Irma, and Maria. Any donations made via this channel should be marked with DSTDR (DST Disaster Relief) in the comment section.
- △ Annual Financial Report Webinar (October 18)
 - This webinar provided an overview of the monthly template/tool that can be used for filing and completing the annual financial report (AFR).
 - The webinar is stored in the members-only area of our national website.
- △ Alcohol and Illegal Drug Usage Policy
 - The national policy is updated and in the members only area of the national website. The full policy can be viewed on the web and was effective as of 9.22.2017.

2. Regional

- △ N/A

3. State

- △ MD/DC Cluster meeting will be held on November 4 at Bowie State University.
 - Eight HCAC members are registered to attend.
- △ MD Statewide Founders Day event will be held on January 27, 2018, at Martin's West with National President Beverly Evans Smith as the guest speaker.
 - Theme: In Our Voice...Joy, Power, and Service
 - Cost is \$75/person, and this will be a ticketless event (no paper tickets).
 - Attire is black.
 - The seed money (\$250) was taken from the president's budget line item and will be returned there after the event.

4. Local HCAC

- △ We have a few vacant positions, so please let me know if you have any interest.

HCAC Leadership Team:		
Role	Name	Notes
President	Soror Kira Sconion	
First Vice President	Soror Lora Williams	
Recording Secretary	Soror Michelle Golding	Appointed
Corresponding Secretary	Soror Raquel Adams	Appointed
Treasurer	Soror Quintina Erby	
Financial Secretary	Soror Carla Walton	
Parliamentarian	Soror Carol Bruce	
Chaplain	Soror Precilla Belin	
Custodian	Soror Antoinette Coward	
Sergeant-at-Arms	Soror Yvette Yarbour	Assistant: Soror Rosa Perry
HCAC Committee Chairs:		
Committee	Name(s)	Notes
Arts and Letters	Soror Michelle Golding	
Audit Committee (Internal)	Soror Amber Blake	Appointed and interim
Budget Committee	Soror Quintina Erby	Committee is chaired by treasurer
Delta Academy	Soror Courtney Coulter	New committee
Delta GEMS	Sorors Quintina Erby and Jade Steele	
EMBODI		
Emergency Response Team	Soror Rosemarie O'Brien	
Financial Fortitude	Soror Carla Walton	
Fundraising	Soror Raquel Adams	
Healthy Lifestyles	Soror Precilla Belin	
Heritage and Archives		
Hospitalities and Courtesies	Soror Yvette Yarbour	
International Awareness and Involvement	Soror Trish Lewis	
Membership Services	Soror Courtney Coulter	
Nominating Committee	Soror Pam Gaddy	Appointed
Policies and Procedures	Soror Lora Williams	Committee is chaired by first vice president
Program Planning and Development	N/A	Sorors Kira Sconion and Lora Williams will oversee these activities
Protocol and Traditions	Soror Javelle Spann	
Public Relations	Soror Yvonne Washington	
Risk Management		
Ritual and Ceremonies	Soror Lisa Irving	
Scholarship	Soror Lora Williams	Committee is chaired by first vice president
Social Action		Full committee available to support
Technology	Soror Yvonne Washington	

△ Reporting Tools

- Please remember to utilize the committee report template, event or program checklist, and demographics tool to capture necessary detail for all HCAC events, activities, and programs. This demographic information is required

for compliance approval. Please be sure to capture service hours for your respective committees.

△ Greek Letter Organizations Presidents' Meeting

- The topic for the October meeting was the interest in chartering a local National Pan-Hellenic Council (NPHC) chapter. The name would be Harford Alumnae Council (HAC).
 - Purpose
 - The purpose of the HAC is to foster greater collaboration among member organizations by focusing on shared priorities and interests, collaborating to improve Harford County communities, and utilizing our collective voice and influence to bring positive enhancements to the county.
 - Primary Benefits
 - Promotes increased information exchange in order to align, combine, and/or compliment efforts to maximize our reach and positive impact in the county
 - Provides a collective bargaining/negotiating opportunity as a nationally-recognized Greek-letter conglomerate
 - Fosters greater collaboration among and support of activities and programs from the individual chapters within the HAC
 - Cost
 - Charter Costs
 - \$145 per organization for annual charter costs
 - \$360 annual fee for charter year (\$45 per organization if fully supported)
 - Additional funds needed to support expenses for activities selected for the year and to build funds to cover one representative at the biennial conference.
 - Annual dues of \$100 per organization (\$32.50 of which will be owed to NPHC to cover the \$260 annual council fee).
 - Suggested activities (annual target of three)
 - Blood drive (partnership with the American Red Cross)
 - Habitat for Humanity build
 - Juneteenth support
 - 5K for Diabetes and opioid awareness
 - Voter registration activities
 - Financial aid, scholarship, and/or writing workshop
 - Harford Tech Scholarship Night
 - Community symposium with law enforcement
 - Council representation
 - Each member organization gets one vote
 - Council meetings

- Monthly: third Wednesday of each month
- NPHC Conferences
 - Biennial conference in TX in the October or November timeframe.
 - Bylaws would clearly outline which expenses would be covered (i.e. solely airfare and hotel)
- Bylaws
 - A draft of the suggested bylaws will be stored in the members-only section of our website for your reference (based on the template provided by the NPHC).
- △ Breakfast Bags Bonanza
 - WeCancerve organization is sponsoring this activity on Tuesday, November 14, from 4-7pm at the Boys and Girls Club in Havre de Grace.
 - HCAC will be supporting by way of food donations and individual packers.
 - Last year, with HCAC's support, 815 individual bags of breakfast were sent to homeless and hungry children in the area. This year's goal is 1K bags.
 - Email communication was already sent to the chapter.
- △ 2017 Legislative Send-Off
 - HCAC is co-sponsoring this activity with the Harford County League of Women Voters on Tuesday, November 14, from 6:30-8:30pm at Harford Community College.
 - Soror Pat Fisher is coordinating this event.
 - Email communication was already sent to the chapter.
- △ A snapshot of our first quarter was emailed to the chapter for reference (activities in July-September 2017). Let's keep the momentum going for the second quarter!!
- △ The chapter photos turned out beautifully and will be utilized on the website and in other locations. The chapter photos have been provided to the chapter.
- △ Website updates and enhancements are in process.

Respectfully Submitted By: Kira Sconion ☺

Date: November 7, 2017

**Delta Sigma Theta Sorority, Inc.
Harford County Alumnae Chapter
CUSTODIAN REPORT UPDATE**

Meeting Date: Sunday, October 1, 2017
Called to Order: 2:00 p.m. to 2:30 p.m.
Location: Telephone Conference
Attendees: Sorors Antoinette Coward and Lisa Irving

Old Business

- Both the Chapter banners were used for the HCAC Crabfeast.
- Past President Soror Lisa Irving requested reimbursement for the voluntary engraving of the Chapter Sigma Candelabra and candle posts at \$385.

New Business

- The new robes require dry cleaning, which will be performed at Zips Dry Cleaners to save funds.

Program Status and/or Sub-Committee Reports

N.A.

Budget (Finance)

PROPOSED BUDGET: \$1500

Unfinished Business

- Reimbursement of Soror Lisa Irving for the voluntary engagement of the Chapter Sigma Candelabra at \$385. Soror Irving discovered at the end of the Chapter Year that funds remained. The request is to have reimbursement with those funds with approval from the Chapter.

Summary of Actions/Recommendations

- Move to approve the reimbursement for engraving the Chapter Sigma Candelabra and candle posts at \$385 to Soror Irving from the Debutante budget at \$100 and from the Property and Archive budget at \$285.

Total Number of Service Hours from Committee (Combined Year-to-Date Total)

- September and October service hours total submitted: 8 hours

Adjournment

NEXT MEETING: TBD

Respectfully Submitted by:
Soror Antoinette W. Coward
Chair, Chapter Custodian of Property

**Delta Sigma Theta Sorority, Inc.
Harford County Alumnae Chapter
Fundraising Committee Report
Committee Report**

Meeting Date: 10/24/2017
Called to Order: 7:20 PM
Location: Soror Adams Home
Attendees: Tesha Doyle, Charmaine Trice, Yvette Yarbour, Carla Walton
 Quintina Erby, Kira Sconion

Old Business

Crab Feast Final Report

Expenses:	2017	2016	YoY Change	Notes
Richlin Ballroom	\$ 10,803.00	\$ 10,094.20	7%	\$709 more expensive in 2017
Insurance	\$ 200.00	\$ 300.00	-33%	
DJ	\$ 400.00	\$ 400.00	0%	Same price
Decorations	\$ 20.00	\$ -	n/a	
Total Expenses:	\$ 11,423.00	\$ 10,794.20	6%	
Revenue:	2017	2016	YoY Change	Notes
Vendors	\$ 250.00	\$ 659.00	-62%	\$409 less in vendor rev for 2017
Donation	\$ -	\$ 30.00	-100%	
Raffle	\$ 190.00	\$ 575.00	-67%	\$385 less in raffles in 2017
Non-PayPal Tickets	\$ 10,220.00	\$ 13,510.00	-24%	2016: 193 x \$70; 2017: 146 x \$70
PayPal Tickets	\$ 3,150.00	\$ 2,030.00	55%	2016: 29 x \$70; 2017: 45 x \$70
Total Tickets Sold	191	222	-14%	31 less tickets sold in 2017
Meal from Vendors	\$ 53.00	\$ -	n/a	
Total Revenue:	\$ 13,863.00	\$ 16,804.00	-18%	
Total Profit:	\$ 2,440.00	\$ 6,009.80	-59%	

New Business

**Bowling Date – January 20, 2018 9:30 p.m. – 2:00 a.m.
 Country Club Lanes
 Perry Hall Lanes**

Program Status and/or Sub-Committee Reports

None

Budget (Finance)

\$17, 280.11

Unfinished Business

None

Summary of Actions/Recommendations

Motion to vote for bowling event:

Date – January 20, 2018

Time – 9:30 p.m. - 2:30 a.m.

Location – Country Club Lanes

*Cost - \$30.00

*Increasing the cost would ensure we make a profit if the cost is unable to be lowered.

Committee is currently vetting other possible fundraisers:

Wine Tasting

Day Party

Dance (Fall)

Bertucci's

Chick-fil-a

Basket Bingo

Delta Boutique

Total Number of Service Hours from Committee (Combined Year-to-Date Total)

October meeting - 1 hour 20 mins

Adjournment

8:41 PM

Next Meeting: November 16, 2017

7:00 p.m.

Soror Adams Home

Respectfully Submitted by:

Soror Raquel Adams

Chair, Fundraising

**Delta Sigma Theta Sorority, Inc.
Harford County Alumnae Chapter
GEMS
Co-Chair Committee Report**

Meeting Date(s): October 8, 2017

Called to Order: 6:05pm

Location: Donna Lewis' Home

Attendees: Quintina Erby, Jade Hunter, Kira Sconion, Donna Lewis, Lillie Ragins-Walker

Old Business

- △ **Status of program acceptance for 2017 GEMS**
- △ **How to communicate with parents re: program and need for RM documentation**
- △ **Review / revise GEMS application**
- △ **Risk Management Training**

New Business

Date	What	Time	Location
10/28/17	Parent Info Session	10:30 – 1:30; 12:30 – 1:30	Aberdeen Public Library
11/08/2017	Applications Must be Postmarked		US Postal Service, HCAC PO Box
11/15/2017	Acceptance letters received		GEMS Applicants' address
12/02/2017	Meet & Greet / Intro	10:30 - 12	Edgewood Public Library
12/16/2017	Session 1: Healthy Lifestyles	10:30 - 2	Edgewood Public Library
1/27/2018	Session 2: Healthy Relationships Part 1	10:30 - 2	Edgewood Public Library
2/24/2018	Session 3: Healthy Relationships Part 2	10:30 - 2	Edgewood Public Library
3/24/2017	Session 4: Day of Service	10:30 - 2	TBD
4/28/2017	Session 5: College & Career Prep	10:30 - 2	Edgewood Public Library
5/26/2017	Who am I? Vision Board Completion	10:30 - 2	Edgewood Public Library
June, 2018	INFINITELY COMPLETE	TBD	Edgewood Public Library

Proposed Partnerships / Collaborations:

- △ **Healthy Lifestyles Committee (session 1)**
- △ **Harford County Commission for Women (session 2)**
- △ **Divas In Defense (session 3)**
- △ **Financial Fortitude Committee (session 5)**

Marketing Plan:

- △ **Personal calls & special letters for 2017 GEMS participants**
- △ **Communication to community high schools, churches, clubs, etc.**

Risk Management:

- △ **All committee members & volunteers must be RM trained (to include background check)**
- △ **All RM paperwork must be received by each participant on the due date established**

Program Status and/or Sub-Committee Reports

NONE

Budget (Finance)

TOTAL: \$1600

SPENT: \$80

BALANCE: \$1520

Unfinished Business

NONE

Summary of Actions/Recommendations

NONE

Adjournment

7:05 pm

Next meeting: November 11, 2017

Aberdeen Senior Center

Respectfully Submitted by:

Soror **Quintina Erby**

Chair, **GEMS**

	August	September	October
Members	Quintina, Jade	Jade	Quintina, Jade, Kira, Lillie, Donna, Charmaine
Activity	Co-Chair Meeting	Securing Meeting Spaces	Committee Meeting, Partnership Meeting, Meeting Prep, Printing, Parent Info Session
Hours	Quintina (1.5), Jade (45min)	Jade 2	Quintina (8), Jade (7), Kira (6), Lillie (3.5), Donna (6), Charmaine (5)
TOTAL	2.25	2	35.5



Delta Sigma Theta Sorority, Incorporated

Harford County Alumnae Chapter

P.O. Box 315. Aberdeen, MD 21001. Email: info@dst-harfordcountyalumnae.org



Delta Sigma Theta Sorority, Inc. Harford County Alumnae Chapter MEMBERSHIP COMMITTEE Committee Report

Meeting Date: 18 OCT 2017
Called to Order: 8:12PM
Location: Teleconference
Attendees: Y. Yarbour, L. Ragins-Walker, C. Coulter, P. Gaddy, L. Williams, L. Irving

Old Business

- I. Slumber Party
 - a. Menu – Planned. Need to agree on date for purchasing food
 - b. Activities – received several suggestions of activities from Sorors. Activities are themed on bonding, forgiveness and sisterhood. On the Sunday, Soror Precila Belin will provide an inspirational word.
 - c. Registration Form – Forms electronically provided, will provide additional hard copies at November Chapter meeting.
- II. THE ONE THING
 - a. Will encourage sorors write down their commitment for end of your self-assessment.
- III. Chapter Directory
 - a. Review /Suggestions
 - i. Will add physical address
 - ii. Need one last review of list of sorors to scrub out sorors who no longer live in the area.
 - iii. Will provide to Chapter President for review
 - b. USBs
 - i. Devices are ordered and scheduled for delivery on 3 NOV 2017
- IV. Chapter Worship
 - a. Date: October 29, 2017
 - b. Check –
 - i. \$250 provided to Church
 - ii. Lunch scheduled to take place at Chesapeake Grill following service
- V. DELTA DEAR PROGRAM (DDPs)
 - a. Updates forthcoming
 - b. Soror Vonetta Mickens departing (but forever in our hearts!)
- VI. Sick and Shut in
 - a. Need to gather first list and submit image to President

<i>Sick and Shut In</i>		
<i>Name</i>	<i>Contact Information</i>	<i>Request and Updates</i>
Lillie Ragins-Walker	Address: 8 Huxley Circle, Abingdon, Maryland 21009 Phone: 410-569-3169	Daughter, Camille, recently moved into a lovely new group home



Delta Sigma Theta Sorority, Incorporated **Harford County Alumnae Chapter**

P.O. Box 315. Aberdeen, MD 21001. Email: info@dst-harfordcountyalumnae.org



New Business

I. Delta Memorial – Forthcoming Idea Presented by Soror Carol Bruce Program Status and/or Sub-Committee Reports

- I. **REDEDICATION AND FOUNDERS DAY**
 - a. Budget for this event is \$1000
 - b. Fee will be \$15 for Lunch
 - c. DATE: 13 JANUARY 2017
 - d. LOCATION: Holiday Inn – Aberdeen (tentative)
 - e. Itinerary to be presented to President
 - f. Speaker – Soror Irving has identified a potential Soror for speaking
 - g. Token: Options being led by Soror Yarbour and Gaddy
- II. **CHAPTER RETREAT**
 - a. Date: March 23-24, 2017
 - b. Location: TBD
 - i. Pearlstone – Preferred Location. Will provide images and information to chapter for full awareness.
 - c. Signup to begin in January 2018

Budget (Finance)

- I. **BUDGET: \$1500**
- II. **BUDGET REMAINING: \$1265.05**

Unfinished Business

Summary of Actions/Recommendations

- I. **Re-Distribute registration forms and encourage participation in slumber party. No alcohol at the slumber party, per new regulations.**
- II. **Distribution of USBs scheduled for: December E-Board Meeting (Pending final review)**
- III. **Christmas Potluck details forthcoming! Cookie Exchange Competition!**

Total Number of Service Hours from Committee (Combined Year-to-Date Total)

- I. **TOTAL NUMBER OF HOURS: 10**

Adjournment

- I. **ADJOURNMENT:**
- II. **NEXT MEETING: 15 NOV 2017 7:30PM LOCATION TBD**

Respectfully Submitted by:

Soror **COURTNEY COULTER**
Chair, **MEMBERSHIP COMMITTEE**

Technology Committee Report

HCAC-MD Delta Sigma Theta Sorority, Inc.
October 2017

Called to Order: n/a Location: n/a Attendees: n/a

Old Business

- We no longer utilize VBS Business-Tech Solution, LLC/ Web Developer services for our website
- HCAC Google Account
 - ✓ HCAC Telephone **#(443) 345-0092**
 - ✓ HCAC has a New Google Account (Drive, Docs, etc.)
 - ✓ Harford Cty Alum Chp. MD / DSTHCACMD ~ dsthcacmd@gmail.com
- EMBODI Facebook Page–Deleted
- Public Relations- Any request must be *made 20 business days or earlier prior* to the event.
- Social Media
 - *Find HCACMD On Social Media*



@DSTHCACMD79



@DSTHCACMD79



@DST_HCAC_MD79

HCAC #'s

#DST1913 - (DST National)
#DSTHCACMD79
#DSTHCACMD_ERT

New Business

- Continue to reach out to Angela Martin to complete the paperwork to change ownership to HCAC
- Updated Members on the HCAC website as of the October 2017 Roster
- Continue to research other Website developer services/prices
 - *Received a quote from Sparxit Solutions*
 - Total Website Redesign \$ 2920 | 216 working hours |Delivery: approx. 1 month
 - RFP HCAC recommended updates/listed in June Rpt. \$279 |Timeline: 22 Working hours
 - Currently looking into Upwork.com for a WordPress website developers within our budget.

HCAC Facebook

- During the weekend of November 4, 2017, the HCAC FB pages will be merged. (***Deltas HCAC Page***) into (***The Harford County Alumnae Chapter MD of Delta Sigma Theta Sorority, Inc.***)- | contains FB Stats
- At Chapter meetings or in the Aberdeen area, HCAC can now be **Tagged /Check-In** on Facebook

Budget August 2017

\$1000.00

-\$ 100.00

-\$ 319.00

-\$ 10.00

\$ 571.00 / New Balance

Unfinished Business

n/a

Summary of Actions/Recommendations

n/a

Motion

n/a.

Service Hours Sept/Oct. 2017: 15 Hrs. = {Tech-9hrs + PR-6hrs}

Adjournment

n/a

Submitted by: Soror Yvonne Washington-Chair, Technology

Next Meeting: *PRN*

Emergency Response Team (ERT) Committee Report

HCAC – Delta Sigma Theta Sorority, Inc.

November 2017

Date: **Called to Order:** n/a **Location:** via emails

Attendees: n/a

Old Business

- On 10/16, the ERT Committee took a tour of 9-1-1 *Harford County Emergency Management Center* - Forest Hill, MD. Considering partnering with them. We plan to send a meal to them as a thank you for the tour and their services.
- Plan to work with the Membership Committee to create an HCAC Emergency Phone Tree

New Business

- We found new vendor(s) to have our ERT T-Shirts and Table Cover created
- \$100 was donated to the *Disaster Ministry* as they support victims of Hurricane Harvey in Texas.
- FREE *Alice Training (Active Shooter training)* with the Aberdeen Police Department. TBD November for (15 Non-ERT Sorors -# of safety vests) {emergencyteam@dst-harfordcountyalumnae.org /email if interested in attending training)
- Plans to set up disaster display at Mt. Zion Baptist Church in November

HCACMD_ERT Dates 17/18	2017-2018 ERT Committee Upcoming/Ongoing Activities <i>Please Feel Free to Volunteer for any of the Upcoming/Ongoing Activities</i> <i>National has Develop partnerships with Federal & Non-Governmental Organizations such as FEMA, Red Cross</i>
Upcoming	
November 15	Soror O'Brien has been asked to be the keynote speaker on at Cecil Colleges' Native American Heritage celebration luncheon.
November TBD	Free Alice Training (Active Shooter training) with the Aberdeen Police Department. -(15 Non-ERT Sorors)
November TBD	Plans to set up disaster display at Mt. Zion Baptist Church -Havre De Grace, MD in November
Ongoing	Continue upkeep of ERT Facebook Group page
	ERT presentations/pass out literature at senior centers, churches, community events
	Pillowcase Project-Red Cross-present to School Grades 3, 4, 5 info on How to prepare for Emergencies
	<i>Sound the Alarm</i> -Red Cross put smoke detectors in homes for free
	Give emergency aid to the Help Center, Harford House, homeless
	Ask the area Seniors homes to donate their time to make scarves
Links	Sign up for Volunteer Connection: http://www.redcross.org/volunteer/become-a-volunteer#step1
	You can sign up to take CPR, First Aid & AED classes through the Red Cross Link: http://www.redcross.org/take-a-class/first-aid
	List of National Emergency Agency Contacts http://www.deltasigmatheta.org/ert/ert_natlwebs.html
	America's PrepareAthon - https://community.fema.gov/?lang=en_US/

Program Status and/or Sub-Committee Reports: n/a

Budget (Finance), \$1,000

Spent-\$

***Total Committee Monthly Hours** = 10 hours for October 2017

Unfinished Business –*See ongoing section*

Summary of Actions/Recommendations/Motion: n/a

Adjournment: n/a

Next ERT Meeting: TBD

Respectfully Submitted by:
Soror **Rosemarie O'Brian**
Chair, **ERT**